PRODUCT DESCRIPTION:

Accounts Payable Execution App

The Accounts Payable Execution App is a purpose-built application for Accounts Payable Departments.

It brings together relevant data across system and departments, conducts automated analysis of the process and provides the User with Machine-Learning-backed recommendations and automated actions to accelerate performance toward desired objectives.

1. How does it work

There are four pillars to how the Accounts Payable Execution App works:

1) data connection
2) automated process analysis
3) algorithm driven automation
4) objective based invoice prioritization

Celonis connects in real time to source systems in the Accounts Payable environment to extract and analyze the necessary data. Impactful, systemic process inefficiencies are automatically surfaced to the User for action without individual process analysis.

2. Feature Overview

Celonis layers these features on top of your existing system landscape

<table>
<thead>
<tr>
<th>FEATURE</th>
<th>DESCRIPTION</th>
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<tbody>
<tr>
<td>INVOICE PRIORITIZATION</td>
<td>Prioritize invoices according to Your target key performance indicator (for example, Cash Discount Realization or On-Time Payment). The User can either combine multiple, in the Users prioritization logic, or create several target objectives and switch between them.</td>
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</table>
### Invoicing Dispatching
Assign or reassign individual/multiple invoices with a few clicks and create tasks for team members.

### Automated Action
The User can take Automated Action in Your source system with a few clicks. For example, update payment terms on an invoice from Your Celonis user interface.

### Recurring Automation
Once an automation is set up, it runs without need for any user action. For instance, set up reminders (email, MS Teams, Slack) for important invoices to be automatically sent when certain criteria are met.

### Vendor Overview
Review the credit and debit balance of Your vendors to know when the account balance of a given vendor tips (meaning that the debit amount is higher than the credit amount) and define and manage your priority vendors in a single place.

### Invoice Commenting
The User can create comments on an invoice and tag coworkers to notify them when their support is needed.

### Anomaly Detection
Review automatically surfaced trends, patterns and changes in Your invoice processing and the impact on Your KPIs.

### Real-Time AP System Connectivity
Connect to multiple systems in real time with read-write functionality to measure Your process performance across systems and take action that writes back to Your source system.

### Steering Board KPI Customization
The User can add predefined KPIs from Celonis’ KPI library to the steering board with a few clicks or add Your own custom KPIs.

### Invoice Search
Quickly identify the current status of Your invoices by using Celonis’ invoice search automatically across multiple selected columns using one search field.

### KPI Drilldown
Switch between KPIs and breakdown dimensions to identify influencing factors behind KPI performance.

### KPI Monitoring
The User can choose from a predefined list or configure Your own KPIs to measure and manage performance. The User can prioritize invoice processing and action anomalies based on each KPI.

### Skills
Sense and address anomalies with automated workflows that can be configured for the Users specific needs.

### Bulk Actions
Execute actions across multiple selected invoices with a few clicks.

### Approval Information
Quickly access the needed approver and routing information that is necessary for invoices to accelerate approval workflows.

### Intelligent Filters
The User can apply Intelligent Filters to Your list of invoices to process.
3. User Interface

This app provides multiple user interfaces built for each core persona in the Accounts Payable Organization.

<table>
<thead>
<tr>
<th>USER INTERFACE</th>
<th>USE</th>
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<tbody>
<tr>
<td>EXECUTIVE VIEW</td>
<td>Enables finance leader to monitor performance, review highlighted improvement opportunities, and set target objectives.</td>
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<tr>
<td>STEERING VIEW</td>
<td>Enables account payable leaders, managers and team leads to monitor core AP KPI’s and review and action systemic blockers.</td>
</tr>
<tr>
<td>ACTION VIEW</td>
<td>Enables account payable clerks to see daily set of pre-prioritized invoices routed for their action and recommends next steps for each invoice.</td>
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</table>

4. Subscription Scope

The metrics described hereafter specify and define the subscription scope of the applicable individual Order between Celonis and the Customer. The provisions of the individual Order shall prevail over the below definition in the event and to extend of a conflict.

The subscription scope of the Accounts Payable App is based on Annual Invoices.

An Annual Invoice means every newly created invoice within a contractual year of the subscription that has been extracted from Your source system and processed within the Accounts Payable Execution App during a contractual year. The amount of the processed Annual Invoices is defined in the applicable order.

Full functionalities of the Accounts Payable Execution App are only available in a full cloud deployment.